

Public Records Request Exemption Log
Sesko Atty Client #1 (8-11)

Date of Document	Page No.	Author	Recipient	Description	Exemption	How the Exemption Applies
3/6/2007	1 - full page	Bremerton City Attorney	Dan Miller	Bremerton City Attorney Contract Review Sheet	RCW 5.60.060(2)(a) and RCW 42.56.280	Attorney client privilege communications have been removed pursuant to RCW 5.60.060(2)(a), which provides that an attorney or counselor shall not, without the consent of his or her client, be examined as to any communication made by the client to him or her, or his or her advice given thereon in the course of professional employment. Preliminary drafts, notes, recommendations, intra-agency memorandums. Preliminary drafts, notes, recommendations, and intra-agency memorandums in which opinions are expressed or policies formulated or recommended are exempt under this chapter, except that a specific record is not exempt when publicly cited by an agency in connection with any agency action.
3/6/2007	2	Dan Miller	Thelma Sweem	E-mail	RCW 5.60.060(2)(a) and RCW 42.56.280	Attorney client privilege communications have been removed pursuant to RCW 5.60.060(2)(a), which provides that an attorney or counselor shall not, without the consent of his or her client, be examined as to any communication made by the client to him or her, or his or her advice given thereon in the course of professional employment. Preliminary drafts, notes, recommendations, intra-agency memorandums. Preliminary drafts, notes, recommendations, and intra-agency memorandums in which opinions are expressed or policies formulated or recommended are exempt under this chapter, except that a specific record is not exempt when publicly cited by an agency in connection with any agency action.
undated	3	Dan Miller	City Council Agenda	City Council Agenda Bill	RCW 42.56.280	Preliminary drafts, notes, recommendations, intra-agency memorandums. Preliminary drafts, notes, recommendations, and intra-agency memorandums in which opinions are expressed or policies formulated or recommended are exempt under this chapter, except that a specific record is not exempt when publicly cited by an agency in connection with any agency action.
undated	4	Dan Miller	City Council Agenda	Council Summary	RCW 42.56.280	Preliminary drafts, notes, recommendations, intra-agency memorandums. Preliminary drafts, notes, recommendations, and intra-agency memorandums in which opinions are expressed or policies formulated or recommended are exempt under this chapter, except that a specific record is not exempt when publicly cited by an agency in connection with any agency action.
undated	6	Dan Miller	City Council Agenda	Amendment No. 1 to Professional Services Agreement with GeoEngineers, Inc.	RCW 42.56.280	Preliminary drafts, notes, recommendations, intra-agency memorandums. Preliminary drafts, notes, recommendations, and intra-agency memorandums in which opinions are expressed or policies formulated or recommended are exempt under this chapter, except that a specific record is not exempt when publicly cited by an agency in connection with any agency action.

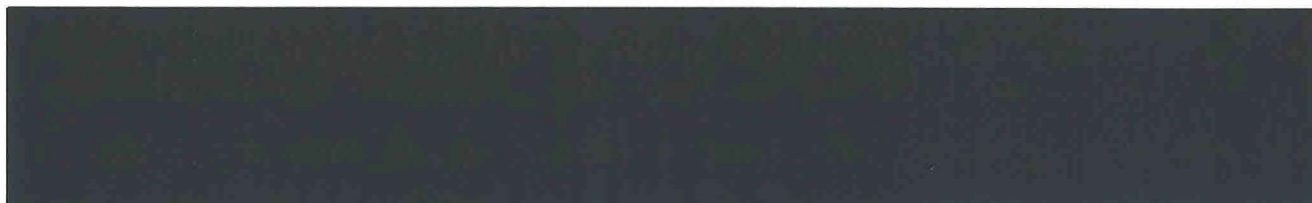
Public Records Request Exemption Log
Sesko Atty Client #1 (8-11)

undated	9	Dan Miller	City Council Agenda	Professional Services Agreement with GeoEngineers, Inc. - page 1 of 7	RCW 42.56.280	Preliminary drafts, notes, recommendations, intra-agency memorandums. Preliminary drafts, notes, recommendations, and intra-agency memorandums in which opinions are expressed or policies formulated or recommended are exempt under this chapter, except that a specific record is not exempt when publicly cited by an agency in connection with any agency action.
undated	13	Dan Miller	City Council Agenda	Professional Services Agreement with GeoEngineers, Inc. - page 5 of 7	RCW 42.56.280	Preliminary drafts, notes, recommendations, intra-agency memorandums. Preliminary drafts, notes, recommendations, and intra-agency memorandums in which opinions are expressed or policies formulated or recommended are exempt under this chapter, except that a specific record is not exempt when publicly cited by an agency in connection with any agency action.

Thelma Swem

From: Dan Miller
Sent: Tuesday, March 06, 2007 3:55 PM
To: Thelma Swem
Subject: RE: PSA Contract Amendment No 1 - GeoEngineers, Inc. etc.
Attachments: PSA_1_GeoEngineers.doc; GeoE_Amend1_EXHIBITS A&B.doc; AB_GeoEng_Amend
1_COUNCIL SUMMARY.doc; Aerial Photo_EPA.pdf; AB_GeoEng_Amend 1A.doc

Thelma,



Thank you.

Dan Miller, Project Manager
City of Bremerton - Public Works & Utilities
3027 Olympus Drive, Bremerton WA 98310-4620
Tel: (360) 473-2314 / Fax: (360) 473-5018
Email: dan.miller@ci.bremerton.wa.us

3/12/2007

BREMERTON-010274

DATE SUBMITTED:

BILL # _____

AGENDA BILL
CITY OF BREMERTON
CITY COUNCIL

SUBJECT: Amendment No. 1 to
Professional Services Agreement with
GeoEngineers, Inc. for the Bremerton
Gasworks Phase II – Environmental Site
Assessment

Committee Meeting Date: _____
COUNCIL MEETING Date: _____
Department: Public Works & Utils.
Presenter: Dan Miller
Phone: 473-2314

SUMMARY: The City entered into an agreement with GeoEngineers, Inc. on December 20, 2006 to assist the City with the preparation of an EPA-Assessment Cooperative Agreement Work Plan, and assist both the City and EPA with the summary of findings relative to the completion of the Phase I - Environmental Site Assessment. The amount of this initial contract agreement was \$20,000.00. The Amendment No 1 before Council increases the contract amount by \$115,400 to a not-to-exceed amount of \$135,400 while modifying the scope of work and establishing a contract end date.

ATTACHMENTS: 1.) Council Summary; 2.) Aerial Photo; 3.) Amendment No.1 to the Professional Services Agreement; and 4.) Exhibits A & B.

FISCAL IMPACTS (Include Budgeted Amount): The amount of this amended Professional Services Agreement is increased \$115,400 to a not to exceed amount of \$135,400. In support of this increase was a 2006 budget adjustment to receive the EPA Grant funds offered to the City in the amount of \$200,000. The 2006 budget for Fund 308 "General Government Improvement" supports this amendment.

APPROVALS:

DEPARTMENT DIRECTOR: _____
CITY ATTORNEY: _____
FINANCE DIRECTOR: _____
MAYOR: _____

COMMITTEE CHAIR: _____
COUNCIL PRESIDENT: _____



CONSENT AGENDA	<input type="checkbox"/>
GENERAL BUSINESS	<input type="checkbox"/>
PUBLIC HEARING	<input type="checkbox"/>

RECOMMENDED MOTION: Move to approve Amendment No 1 to the existing Professional Services Agreement with GeoEngineers, Inc. and authorize the Mayor to finalize and execute the necessary Contract Documents for the agreement.

COUNCIL ACTION: ☐ Approve ☐ Deny ☐ Table ☐ Continue ☐ No Action

COUNCIL SUMMARY

AMENDMENT NO. 1

GEOENGINEERS, INC.

PHASE II – ENVIRONMENTAL SITE ASSESSMENT

BREMERTON GASWORKS
&
MCCONKEY/SESKO PROPERTIES

The site, located at 1725 Pennsylvania Ave., Bremerton, WA, consists of three legal parcels bounded by Thompson Drive to the west, Pennsylvania Avenue and residential properties to the east, the Port Washington Narrows waterway to the north, and another property parcel to the south. For the purpose of this document, the parcels are described as the McConkey (middle and north) and Sesko parcels. See attached Aerial Photo.

On September 19, 2006, the U.S. Environmental Protection Agency (EPA) awarded the City of Bremerton (the City) a Phase II Environmental Site Assessment Grant in the amount of \$200,000. The City Council approved the acceptance of this Grant on October 18, 2006 (AB#06-219). In addition, City Council approved the 2006 budget adjustment, Fund 308 "General Government Improvement" for receipt and expenditure of these funds.

In the meantime, since the above mentioned funds are limited, EPA agreed to fund the completion of the Phase I – Environmental Site Assessment (ESA) from other available departmental funding sources within EPA. As a result, EPA directly contracted with TechLaw of Port Orchard to complete the Phase I – ESA. The assessment was accomplished by a reconnaissance of the Sesko and McConkey Properties, a visit to the Sesko and McConkey Properties, a review of publicly available records, interviews of pertinent individuals and regulatory and public agency personnel, and a review of pertinent documentation readily available from both the current property owner and through public information sources.

Map Revised: January 30, 2007

Path: P:\Projects\01089401700\Figure Parcel.mxd lck

Office: SEA



Notes:

1. The locations of all features shown are approximate.
2. This drawing is for information purposes. It is intended to assist in showing features discussed in an attached document. GeoEngineers, Inc. can not guarantee the accuracy and content of electronic files. The master file is stored by GeoEngineers, Inc. and will serve as the official record of this communication.
3. It is unlawful to copy or reproduce all or any part thereof, whether for personal use or resale, without permission.

Data Sources: Roads and parcels from Kitsap County.
Aerial photo (June 2001) from Space Imaging LLC.

Transverse Mercator, Zone 10 N North, North American Datum 1983
North arrow oriented to grid north

Parcel Map

Old Bremerton Gas Works Site
Bremerton, Washington

GEOENGINEERS

Draft Figure

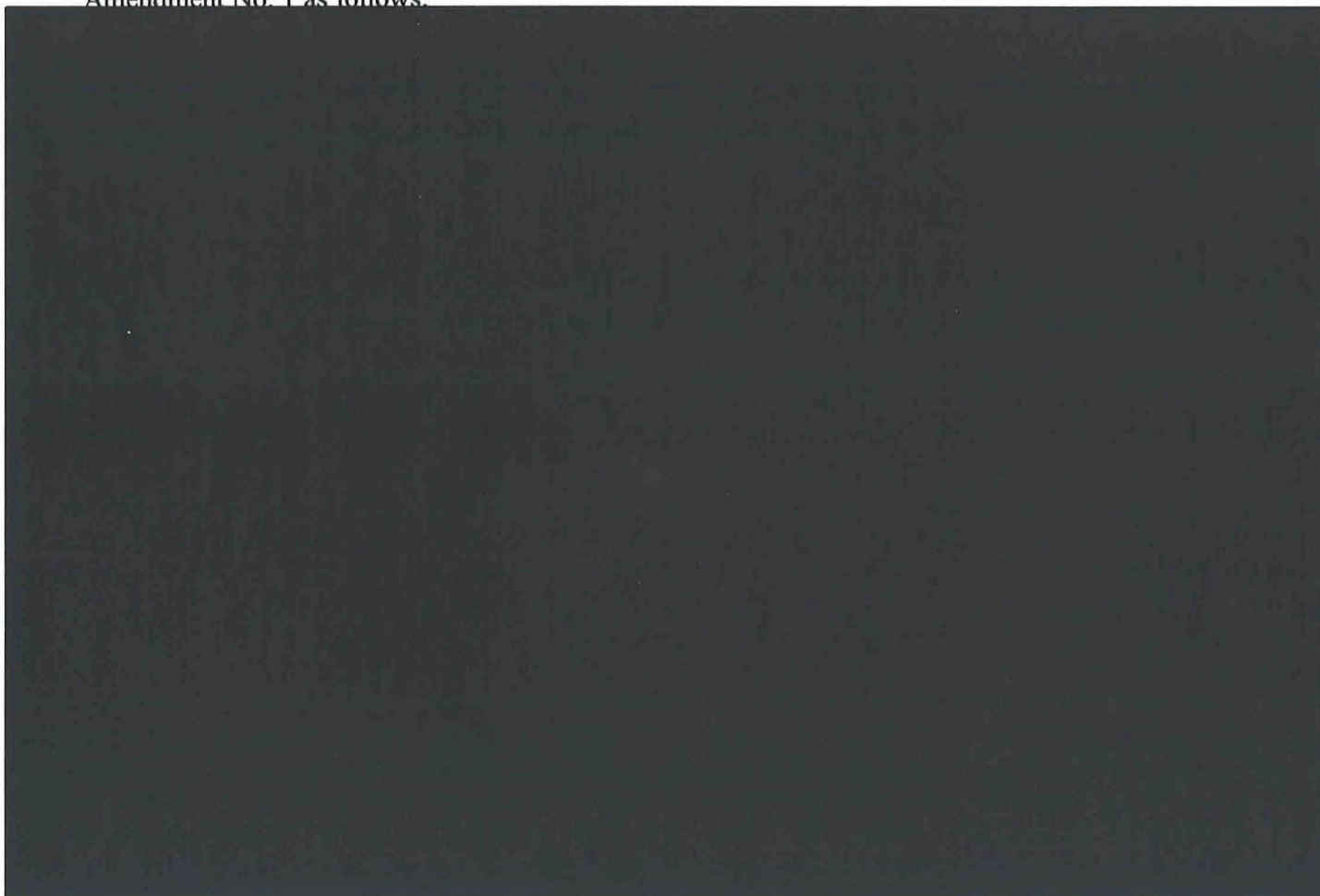
**AMENDMENT NO. 1
TO
PROFESSIONAL SERVICES AGREEMENT**

GeoEngineers, Inc.

**Bremerton Gasworks & Sesko/McConkey Properties
Phase II – Environmental Site Assessment**

The City of Bremerton (City) and GeoEngineers, Inc (Consultant) desire to supplement the Professional Services Agreement executed on December 20, 2006.

All provisions in the Agreement remain in effect except as expressly modified in this Amendment No. 1 as follows:



APPROVED AS TO FORM:

Ken Bagwell, Assistant City Attorney

EXHIBIT A

Amendment No. 1

GeoEngineers, Inc.

SCOPE OF SERVICES

Project Name: Bremerton Gasworks Site – Phase II – Environmental Site Assessment

EPA Cooperative Agreement No.: BF-9604651-0

The Scope of Services and/or budget are hereby modified as follows:

1. Preparation of Sampling and Analysis Plan, Quality Assurance project Plan, & Health and Safety Plan;
2. Interim source area field investigation to include Subcontract Drilling and Laboratory Analysis; and
3. Data evaluation, preparation and transmittal of data summary tables & figures, TBA project scoping meeting.

EXHIBIT B
Amendment No. 1
GeoEngineers, Inc.
COMPENSATION

Project Name: Bremerton Gasworks Site – Phase II – Environmental Site Assessment

DESCRIPTION	BUDGET
1. Preparation of Sampling and Analysis Plan (SAP), Quality Assurance Project Plan (QAPP), and Health & Safety Plan (HSP)	\$10,400
2. Interim source area field investigation (includes approximately \$50,000 in Subcontract Drilling/Laboratory Analysis)	\$85,000
3. Data evaluation, preparation and transmittal of data summary tables & figures, TBA project scoping meeting	<u>\$20,000</u>
Total for Amendment No.1:	\$115,400
Original Authorized Budget (initial Scoping)	<u>\$20,000</u>
Total (Not-to-Exceed) Amended Budget	\$135,400

PROFESSIONAL SERVICES AGREEMENT

Bremerton Gasworks & Sesko Properties
Petroleum Assessment & Restoration Planning
GeoEngineers, Inc.

The City of Bremerton ("City") and GeoEngineers, Inc. ("Consultant"), referred to

only pursuant to Section VII.G. of this Agreement. If the Scope of Services provides for unspecified additional services such services shall only be performed upon the express written request of the City. Consultant further represents that the services furnished under this Agreement will be performed in accordance with generally accepted professional practices in effect at the time such services are performed.

II. Term: The City and the Consultant agree that work will begin on the tasks described in Exhibit A immediately upon execution of this Agreement. The parties agree that the work described in Exhibit A is to be completed as provided for in the work schedule attached hereto as Exhibit B; provided however, that additional time shall be granted by the City for excusable delays or extra work as provided for in section IX (A) of this agreement.

reference. The City shall pay within thirty (30) days of receipt of invoice.

The Consultant shall submit regular billing statements detailing work performed and amount charged on each task or portion thereof. The descriptions shall conform to and fall within the categories set out in the Scope of Services. Upon receipt of a conforming billing statement, the City shall promptly process payment. PROVIDED, HOWEVER, the City reserves the right to prioritize scoped work and accelerate and/or delay work tasks under the time frame set forth in Section II herein. The Consultant's labor rates and billing fees shall be as delineated in Exhibit C.

Consultant shall not perform work beyond the Scope of Services, nor shall be compensated for such work, unless the Scope of Services or amount of compensation is modified pursuant to this Agreement. Consultant shall only be compensated for additional services if requested pursuant to Section I and, if not otherwise provided, such compensation shall be in accordance with Exhibit C.

If a billing statement does not conform to this Agreement, the City may withhold payment until the statement is brought into compliance. Such withholding does not relieve Consultant of its obligations under this Agreement.

IV. Relationship of Parties: Consultant represents that it is skilled in the matters addressed in the Scope of Services and is performing independent functions and responsibilities within its field of expertise. Consultant and its personnel are independent Consultants and not employees of the City. Consultant and its personnel have no authority to bind the City or to control the City's employees and other Consultants. None of the benefits provided by the City to its employees, including, but not limited to, compensation, insurance, and unemployment insurance are available from the City to the employees, agents, representatives, or sub-Consultants of the Consultant. Consultant will be solely and entirely responsible for its acts and for the acts of Consultant's agents, employees, representatives and sub-Consultants during the performance of this Agreement. The City may, during the term of this Agreement, engage other independent Consultants to perform the same or similar work.

As an independent Consultant, Consultant is responsible for its own management. The City's administration and enforcement of this Agreement shall not be deemed an exercise of managerial control over Consultant or its personnel.

As an independent Consultant, Consultant is responsible for payment of all taxes and licensing fees necessary to perform its obligations under this Agreement. These taxes and fees include but are not limited to State industrial insurance, Business & Occupation, State professional licensing, and City business licensing. If any taxes or fees due the City have been declared delinquent, the City may withhold the delinquent amount, plus any additional charges arising from the delinquency, from any payments due Consultant.

V. Indemnification: Consultant shall defend, indemnify and hold the City, its officers, officials, employees, agents and volunteers harmless from any and all claims, injuries, damages, losses or suits, including all legal costs and attorney fees, caused by or resulting from the negligent acts, errors, or omissions of Consultant in the performance of this Agreement, except for that portion of the injuries and damages caused by the City's negligence.

The City's review or acceptance of any of the work when completed shall not be grounds to avoid any of these covenants of indemnification.

IT IS FURTHER SPECIFICALLY AND EXPRESSLY UNDERSTOOD THAT THE INDEMNIFICATION PROVIDED HEREIN CONSTITUTES THE CONSULTANT'S WAIVER OF IMMUNITY UNDER INDUSTRIAL INSURANCE, TITLE 51 RCW, SOLELY FOR THE PURPOSES OF THIS INDEMNIFICATION. THE PARTIES FURTHER ACKNOWLEDGE THAT THEY HAVE MUTUALLY NEGOTIATED THIS WAIVER.

The provisions of this section shall survive the expiration or termination of this Agreement.

VI. Insurance: The Consultant shall procure and maintain for the duration of the Agreement, insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the Consultant, its agents, representatives, employees, sub-consultants or sub-contractors.

Before beginning work on the project described in this Agreement, the Consultant shall provide a Certificate of Insurance evidencing:

1. **Automobile Liability** insurance with limits no less than \$1,000,000 combined single limit per accident for bodily injury and property damage; and
2. **Commercial General Liability** insurance written on an occurrence basis with limits no less than \$1,000,000 combined single limit per occurrence and general aggregate for personal injury, bodily injury and property damage. Coverage shall include but not be limited to: blanket contractual; products/completed operations/broad form property damage; explosion, collapse and underground (XCU) if applicable; and employer's liability; and
3. **Excess Liability** insurance with limits not less than 1,000,000 limit per occurrence and aggregate.
4. **Professional Liability** insurance with limits no less than \$1,000,000 limit per occurrence/claim.

Any payment of deductible or self insured retention shall be the sole responsibility of the Consultant.

All required policies shall be provided on an "occurrence" basis except professional liability insurance (if required), which may be provided on a "claims-made" basis.

The City shall be named as an additional insured on the Commercial General Liability insurance policy, as respects work performed by or on behalf of the Consultant and a copy of an endorsement that is acceptable to the City, which names the City as an additional insured shall be attached to the Certificate of Insurance. The City reserves the right to receive a certified copy of all the required insurance policies and endorsements. The City further reserves the right to reject any unacceptable policies and/or endorsements.

The Consultant's Commercial General Liability insurance shall contain a clause stating that coverage shall apply separately to each insured against whom claim is made or suit is brought, except with respects to the limits of the insurer's liability.

The Consultant's insurance shall be primary insurance as respects the City and the City shall be given thirty (30) days prior written notice by certified mail, return receipt requested, of any cancellation, suspension or material change in coverage.

The City also reserves its unqualified right to require at any time and for any reason, proof of coverage in the form of a duplicate of the insurance policy with all endorsements as evidence of coverage.

VII. General Conditions:

A. Reports and Information: When requested by the City, Consultant shall furnish periodic reports and documents on matters covered by this Agreement. The reports and documents shall be furnished in the time and form requested. Consultant shall maintain accounting records in accordance with Generally Accepted Accounting Principles (GAAP) to substantiate all billed amounts.

B. Ownership and Use of Records and Documents: Original documents, drawings, designs and reports, including those in electronic format, developed under this Agreement are the property of the City. All written information submitted by the City to the Consultant in connection with the services performed by the Consultant under this Agreement will be safeguarded by the Consultant to at least the same extent as the Consultant safeguards like information relating to its own business. If such information is publicly available or is already in Consultant's possession or known to it, or is rightfully obtained by the Consultant from third parties, Consultant shall bear no responsibility for its disclosure, inadvertent or otherwise.

All data, documents and files created by Consultant under this Agreement may be stored at Consultant's office in Seattle, Washington. Consultant shall make such data, documents, and files available to the City upon its request at all reasonable times for the purpose of editing, modifying and updating as necessary until such time as the City is capable of storing such information in the City's offices. Duplicate copies of this information shall be provided to the City upon its request, and at reasonable cost.

All documents, including all reports, drawings, specifications, computer software or other items prepared or furnished by Consultant pursuant to this Agreement, are instruments of service with respect to the project and are the property of the City. Any reuse by the City for other than the specific purpose intended will be at City's sole risk.

C. Work Performed at Consultant's Risk: Consultant shall take all precautions necessary and shall be responsible for the safety of its employees, and agents, in the performance of the work hereunder and shall utilize all protection necessary for that purpose. Consultant shall impose the same safety requirements in their Agreements with their Subcontractors/Subconsultants as described in the preceding sentence. All work shall be done at Consultant's own risk, and Consultant shall be responsible for any loss of or damage to materials, tools, or other articles used or held for use in connection with the work.

D. Place of Work: The Consultant shall perform the work authorized under this Agreement at its offices in Seattle, Washington. Meetings with the City staff as described in

shall take place at the City's offices, or at locations mutually

E. Entire Agreement: This Agreement and its Exhibits constitutes the entire agreement between the Parties, and the Parties acknowledge that there are no other agreements, written or oral, that have not been set forth in the text of this Agreement.

F. Severability: Should any part of this Agreement be found void, the balance of the Agreement shall remain in full force and effect.

G. Modification: This Agreement may only be modified by written instrument signed by both Parties.

H. Written Notices: All communications regarding this Agreement shall be sent to the parties at the addresses listed below by registered or 1st class mail, or by personal service, and shall be deemed sufficiently given if sent to the addressee at the address stated in this Agreement or such other address as may be hereafter specified in writing.

City Address:

City of Bremerton, P.W. & Utils.
3027 Olympus Drive
Bremerton WA 98310

Consultant Address:

GeoEngineers, Inc.
600 Stewart Street, Suite 1700
Seattle WA 98101

I. Waiver: Failure to enforce any provision of this Agreement shall not be deemed a waiver of that provision. Waiver of any right or power arising out of this Agreement shall not be deemed waiver of any other right or power.

J. Non-Waiver of Breach: The failure of the City to insist upon strict performance of any of the covenants and agreements contained herein, or to exercise any option herein conferred in one or more instances shall not be construed to be a waiver or relinquishment of said covenants, agreements or options, and the same shall be and remain in full force and effect.

K. Compliance with Laws: Consultant shall comply with all applicable Federal, State, and local laws in performing its obligations under this Agreement.

L. Choice of Law and Venue: This Agreement shall be interpreted according to the laws of the State of Washington. Any judicial action to resolve disputes arising out of this Agreement shall be brought in Kitsap County Superior Court.

M. Attorneys' Fees: In the event of litigation to enforce any of the terms or provisions herein, each party shall pay all its own costs and attorney's fees.

N. Assignment: Any assignment of this agreement by the Contractor without the written consent of the City shall be void.

VIII. Nondiscrimination: Consultant shall not discriminate in employment or services to the public on the basis of race, color, national origin, sex, religion, age, marital status, or disability, except for employment actions based on bona fide occupational qualification.

IX. Termination: This Agreement shall remain in force until completion and acceptance of the services, terminated by written instrument upon mutual consent, or by the City of Bremerton for convenience. This Agreement may be immediately terminated for cause by a Party if the other Party substantially fails to perform through no fault of the terminating Party, and the non-performing Party does not commence correction of the failure of performance within thirty (30) days of the terminating Party's sending notice to the non-performing Party. Any Notice by Consultant shall include a report showing the status of all items listed in the Scope of Services current through the termination date.

If the City receives reimbursement by any federal, state, or other source for work described in Section I herein, and that funding is withdrawn, reduced or limited in any way, or the project is cancelled or substantially reduced after the execution date of this Agreement and prior to the completion of the work, the City may summarily terminate this Agreement.

A. Excusable Delays: The right of Consultant to proceed shall not be terminated nor shall Consultant be charged with liquidated damages for any delays in the completion of the work due to: 1) any acts of the federal government in controlling, restricting, or requisitioning materials, equipment, tools, or labor by reason of war, national defense, or other national emergency; 2) any acts of the City, its consultants, or other public agencies causing such delay; and 3) causes not reasonably foreseeable by the parties at the time of the execution of the Agreement that are beyond the control and without the fault or negligence of the Consultant, including, but not restricted to, acts of God, fires, floods, strikes, or weather of unusual severity. PROVIDED, HOWEVER, that the Consultant must promptly notify the City within ten (10) calendar days in writing of the cause of the delay. If, on the basis of the facts and the terms of this Agreement, the delay is properly excusable, the City shall, in writing, extend the time for completing the work for a period of time commensurate with the period of excusable delay.

B. Rights Upon Termination: In the event of termination, the City shall pay for all services performed by the Consultant to the effective date of termination, as described on a final invoice submitted to the City. After termination, the City may take possession of all records and data within the Consultant's possession pertaining to this project which may be used by the City without restriction. Any such use not related to the project which Consultant was contracted to perform shall be without liability or legal exposure to the Consultant.

CITY OF BREMERTON

GEOENGINEERS, INC.

By: _____

its: _____

Date: _____

By: _____

its: _____

Date: _____

Approved as to form:

Attest:

Bremerton City Attorney

City Clerk

R:\LEGAL\Contracts\FORMS\Professional Services Agreement Form (2003).doc